



राजपत्र, हिमाचल प्रदेश (असाधारण)

हिमाचल प्रदेश राज्य शासन द्वारा प्रकाशित

शिमला, मंगलवार, 25 जुलाई, 2006/3 श्रावण, 1928

हिमाचल प्रदेश सरकार

FOOD, CIVIL SUPPLIES AND CONSUMER AFFAIRS DEPARTMENT, KULLU
THE RIGHT TO INFORMATION ACT, 2005
INFORMATION BROCHURE

Kullu, the 7th June, 2006

No. 3419-21.—The undersigned is pleased to publish the records and other activities of the office of the District Controller, Food, Civil Supplies & Consumer Affairs, Kullu, District Kullu as required under the provisions of sub-section (1) (b) of Section 4 of Right to Information Act, 2005 as under:—

(i) The particulars of its organizations functions and duties :

The Food, Civil Supplies and Consumer Affairs Department has been organized to provide/made available all the Essential Commodities to the public through ration cards at equitable scale & price, through Fair Price Shops, besides through open market.

The main function of the Department is to make available the controlled Essential Commodities such as levy Sugar, APL Wheat & Rice, BPL, Wheat & Rice, AAY Wheat & Rice, Annapurna, Wheat Atta, K. Oil & LPG etc. These commodities are being made available to the public of the district through ration cards as per scale and price fixed by the Government from time to time through 414 Fair Price Shops.

The detail of officer/officials who are engaged in the distribution and maintaining the prices of Essential Commodities is given below :—

Sl. No.	Name of the officer/officials	Place of Posting	Designation	Telephone No.
1.	Shri Tejendra Malhotra	Kullu	District Controller.	01905-222535 (O)
2.	Shri Room Singh Thakur	Kullu/Bhuntar	Inspector	
3.	Shri Shiv Chand Thakur	Katraia	Inspector	
4.	Shri Ghanshyam Negi	Banjar	Inspector	
5.	Shri Hari Singh Verma	Anni	Inspector	
6.	Shri Shyam Chand Thakur	Nirmand	Inspector	

(ii) The powers and duties of its officers/employees :

The District Controller, Food, Civil Supplies & Consumer Affairs is over all controlling officer of the district, who also supervise the distribution work of controlled commodities and is also DDO. He is also Licensing Authority who issue license under various control orders to the applicants. To make available the Essential Commodities to the ration card holders, Fair Price Shops are being allotted by the District Controller on the recommendation on PDS committee at the nearest place to the card-holders. In the district at every block Inspector Food, Civil Supplies & Consumer Affairs have been appointed who makes the sub-allocation of controlled Essential Commodities to the Fair Price Shops. Besides this Inspectors, Food & Civil Supplies also keep watch on the prices of commodities in the open market and also ensure the display of price list of commodities by the Shop-Keepers. The Inspectors checks the Fair Price Shops and other shops as per target fixed by the Directorate and submit the report to the District Controller who takes action as per provisions of the law, where necessary.

(iii) The procedure followed in the decision taking process including channels of supervisions and accountability :

The District Controller follow the procedure as laid down under the various control orders, such as allotment of Fair Price Shops, sub-allocation of controlled commodities and issue of license etc. strictly keeping in view the demand, norms and requirement of the area.

(iv) The norms set by it for the discharge of its functions :

The norms so laid in the Civil Service Rules/HPFR are being adhered strictly while discharging duties/function by all the officer, officials of the Department in the interest of the public.

(v) The rules, regulations, instructions, manuals and records held by it or under its control :

The following rules/regulation are in force at present and are being implemented where necessary in to-to and a records of Rules and Regulations, applications and other documents are being kept in the office safe as per norms fixed under HPFR.

- (i) Essential Commodities Act, 1955.
- (ii) The Himachal Pradesh Commodities Price Marking and Display Order, 1977.

- (iii) The Himachal Pradesh Hoarding and Profiteering Prevention Order, 1977
- (iv) The Himachal Pradesh Bricks (Control) Act, 1969
- (v) The Himachal Pradesh Bricks (Control) Order, 1970
- (vi) The Consumer Protection Act, 1986
- (vii) The Himachal Pradesh Coal Licensing and Price Control Order, 1989
- (viii) The Motor Spirit and High Speed Diesel Prevention of Mal-Practices in Supply and Distribution Order, 1990.
- (ix) The Kerosene (Restriction on Use and Fixation of Ceiling Price) Order, 1993
- (x) H. P. Specified Articles (Regulation of Distributions) Orders, 2003
- (xi) PDS Control Order, 2003
- (xii) Liquefied Petroleum Gas (Regulation of Supply and Distribution) Order, 2003
- (xiii) H. P. Articles (Licensing and Control) Order, 1981

Besides above the instructions issued by the Government/Director, Food, Civil Supplies & Consumer Affairs, Himachal Pradesh from time to time have been kept in records in the office.

(vi) A statement of the categories of documents that are held by it or under its control :

All the control orders, instructions, Civil Services Rules, Paper regarding opening the FPS, issue of license to the Shop-keepers, allotment and distribution of foodgrains under different schemes month-wise, year-wise, functioning of FPS, Block-wise card & population attached with them, quality of controlled Essential Commodity received and distributed on monthly basis to the ration card holders, prices of Essential Commodities in the open market weekly/monthly and the records of the Fair Price Shops and other shops inspected by the inspecting officers/officials of the Deptt. have been kept in the office properly, the personal service record of the officials of the Deptt. posted within Kullu district have also been held in the office.

(vii) The particulars of any arrangement that exists for consultation with, or representation by the members of the public in relation to the formulation of its policy or administration thereof :

All possible efforts/arrangements have been made for the members, representative for consultations with regards to the policy, implementation of Control Orders and checking etc. as different committees have been got constituted from the worthy Deputy Commissioner are as under:—

- (i) Committee to check mal-practice/adulteration of K. Oil
- (ii) Vigilance Committee at every Fair Price Shop
- (iii) Committee under PDS Control Orders for the allotment of FPS

(viii) A Statement of the Board Councils Committees and other Bodies Consisting of two or More Persons Constituted as its Part of or for the Purpose of its Advice and as to whether Meetings of those Bodies, Councils, Committees and other Bodies are open to the Public, or the Minutes of such Meetings are Accessible for Public :

- (i) Vigilance Committee have been constituted at every Fair Price Shop under the Chairmanship of Up-Pradhans of Gram Panchayats consisting 5 members.
- (ii) PDS Committee at District-level.
- (iii) Activation of consumer club at schools. Boards have been displayed at prominent places of the district, wherein information regarding consumer rights etc. have been mentioned.

(ix) A directory of its officers and employees :

The detail of officers and employees posted in Kullu district is as under:—

Sl. No.	Name of the officers/officials	Place of Posting	Designation	Telephone No.
1.	Shri Tejender Malhotra	Kullu	District Controller	01905-222535(0)
2.	Shri Vijay Sharma	Kullu	Supdt.	
3.	Shri Room Singh Thakur	Kullu/Bhuntar	Inspector	
4.	Shri Shiv Chand Thakur	Katraia	Inspector	
5.	Shri Ghanshyam Negi	Banjar	Inspector	
6.	Shri Hari Singh Verma	Anni	Inspector	
7.	Shri Shyam Chand Thakur	Nirmand	Inspector	
8.	Shri Sukh Ram	Kullu	Sr. Assistant	
9.	Smt. Kamlini Kapoor	Kullu	Sr. Assistant	
10.	Shri Dabe Ram	Kullu	Clerk	
11.	Shri Manoj Kumar	Kullu	Steno	
12.	Shri Suresh Kumar	Kullu	Clerk	
13.	Shri Arjun Singh	Kullu	Driver	
14.	Shri Saju Ram	Kullu	Peon	
15.	Shri Puran Chand	Kullu	Peon	
16.	Shri Janibal Ram	Kullu	Chowkidar	

(x) The monthly remuneration received by each of its officers and employees including the system of compensations as provided in the regulations :

Only the salaries fixed by the Government, no other compensation is being received by the employees. However salary being received is given as under:—

Sl. No.	Name of Officers/Officials	Remuneration per month
1.	Shri Tejender Malthora, District Controller, Food, Civil Supplies & Consumer Affairs.	18446
2.	Shri Vijay Sharma, Superintendent, Grade-II	21913
3.	Shri Sukh Ram, Senior, Assistant	19645
4.	Smt. Kamlini Kapoor, Senior, Assistant	15950
5.	Shri Shiv Chand, Inspector, Food & Supplies, Grade-I	17398
6.	Shri Room Singh, Inspector, Food & Supplies, Grade-I	17398
7.	Shri Shyam Chand, Inspector, Food & Supplies, Grade-I	17293
8.	Shri Hari Singh, Inspector, Food & Supplies, Grade-I	17293
9.	Shri Ghanshyam Singh, Inspector, Food & Supplies, Grade-II	12792
10.	Shri Dabe Ram, Sr. Clerk	10787
11.	Shri Suresh Kumar, Clerk	9031
12.	Shri Manoj Kumar	8968
13.	Shri Arjun Singh	10916
14.	Shri Saju Ram	9221
15.	Shri Janibal Ram	5890
16.	Shri Puran Chand	7929

- (xi) The budget allotted to each of its agency, indicating the particulars of plans, proposed expenditure and reports on disbursement made :

The budget allocated to each of its agency indicating the particulars of all the plans proposed expenditure and reports on disbursement made. Allocation of budget under different heads for the year 2006-07 is given as under:—

Head of Account	Budget Allocation	
3456—001—01	Salary	2,00,000.00
	T. A.	2,000.00
	O. E.	2,000.00
	N. A.	2,000.00
3456—001—01	Salary	31,00,000.00
	T. A.	12,000.00
	O. E.	30,000.00
	M. A.	10,000
	Rental Taxes	1,000.00
	M. V.	20,000.00
	T. T.A.	2,000.00
	Total	3,21,000.00
2235—60—200—11	M. A.	10,000.00
2408—01—102—10	Antodya Anna Yojna	-Nil-
2236—02—101—06	Annpurna Scheme	-Nil-

- (xii) The manner of execution of subsidy programmes, including the amount allocated and the detail of beneficiaries of such programmes :

At present there are 71562 families in APL, 6341 families in BPL, 5077 families in AAY and 325 beneficiaries in Annpurna are in the district to whom foodgrains are being made available as per the scale and price fixed by the Government from time to time. For instance presently 20 kg. of wheat 30 kg. of Rice at the rate of 5.25 and 7.00 per kg. is being made available to the B P L families on ration cards, similarly 15 kg. Wheat, 20 kg. Rice @ 2.00 wheat and 3.00 Rice to AAY families and 10 Kg. of Rice free of cost to the Annpurna families are being distributed.

- (xiii) Particulars of recipients of concession, permits or authorizations granted by it :

At present there are 71562 ration cards under APL, 6341 under BPL, 5077 under AAY and 325 under Annpurna scheme, which are getting concession.

- (xiv) Details in respect of the information available to or held by it reduced in on electronic form:

-Nil-

- (xv) The particulars of families available to citizens for obtaining information including the working of a library or reading room, if maintained for public use :

(xvi) The names, designations and other particulars of the Public Information Officers :

P. I. O. Name.—Shri Tejendera Malhotra, District Controller, Food, Civil Supplies & Consumer Affairs, Kullu, Himachal Pradesh.

A. P. I. O. Name : (i) District Inspector (Post vacant at present).

(ii) Shri Vijay Sharma, Supdt. o/o District Controller, Food, Civil & Supplies & Consumer Affairs, Kullu.

(xvii) Such other information as may be prescribed :

Any other information as and when prescribed by the Government and received in this office will be dealt with.

Sd/-

*District Controller,
Food, Civil Supplies and Consumer Affairs,
Kullu, District Kullu, Himachal Pradesh.*